

# Application Guidance for Lead-Based Paint Abatement Project Designer

To apply for US Environmental Protection Agency (EPA) certification as an Abatement Worker, you need:

- EPA Application for Individuals to Conduct Lead-Based Paint Activities
- Fee Sheet

## *AVOID MISTAKES - FOLLOW THESE STEPS*

- < You need two envelopes. They go to two different places.
  - Mail required fees (check or money order) to:  
US Environmental Protection Agency  
Washington Financial Management Center  
Lead Program User Fees  
PO Box 360277M  
Pittsburgh, PA 15251
  - Ensure name, social security number and discipline for which you are applying is indicated on check or money order.
  - Mail the application with a photocopy of the check or money order to:  
US Environmental Protection Agency  
OPPTS/Lead-Based Paint Activities Certification Request  
Ariel Rios Building  
1200 Pennsylvania Avenue, N.W.  
Mail Code: 7404 Room 845 North Tower  
Washington, D.C. 20460
- < You must fill out the application completely and correctly. Call 1-800-424-LEAD if you need assistance. If you leave out required information, the application will be sent back to you.
- < Use black or blue ink. Do not use a pencil.
- < Payment of \$470 (certification fee) must be sent in the first time you apply to EPA for certification as an Abatement Project Designer. If you will work in more than one State, US Territory or Tribal Area, you must pay \$35 for each additional jurisdiction.
- < Send a copy of the course completion certificate for each state-approved or EPA-accredited lead-based paint Supervisor or Project Designer training course, or send a copy of your state certificate and license if you are currently certified and licensed as an Abatement Project Designer in an approved state. The certification and license must be valid at the time of application to EPA.

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- < Send documentation that you have:
  - a bachelor's degree in engineering, architecture, or a related profession and that you have at least one year of experience in building construction and design or a related field; OR
  - at least four years of experience in building construction and design or a related field.
  
- < Documentation of education can be in the form of an academic transcript or diploma. Documentation of experience can be a resume, letter of reference, or other documentation of work experience. Documentation of professional certification can be a copy of the official document awarding your certification.
  
- < Under *Areas/Regions*, list each State, US Territory or Tribal Area where you wish to work.
  
- < Ensure the firm or organization that employs you is EPA-certified. All firms and organizations that perform or offer to perform lead-based paint inspection, risk assessment or abatement must be certified by EPA as set forth at 40 CFR 745.226(f). See certification guidance for firms/organizations.

**For more information, call the National Lead Information Center at  
1-800-424-LEAD(5323)**